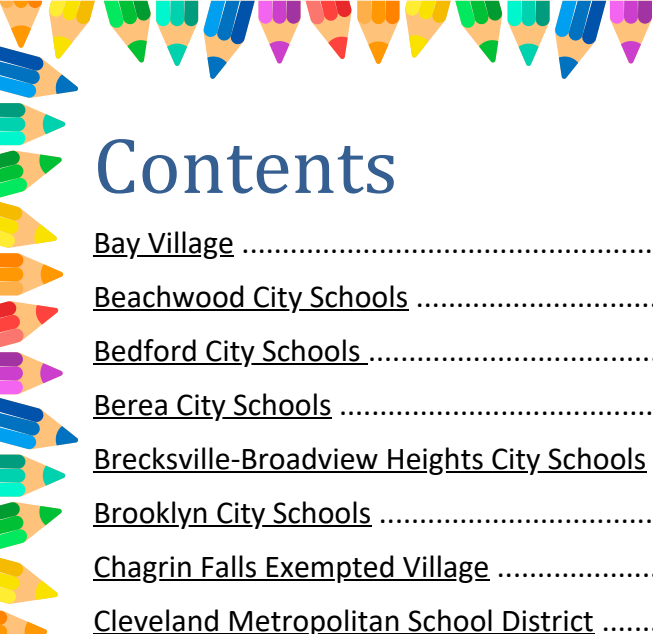


TRANSITION FROM EARLY INTERVENTION TO PRESCHOOL

School District Contacts for Preschool
Special Education 2025 - 2026



Compiled by
State Support Team Region 3
Educational Service Center of Northeast Ohio
6393 Oak Tree Boulevard
Independence, OH 44131
www.sst-3.org



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Bay Village

377 Dover Center Road

Bay Village, OH 44140

<http://www.bayk12.org/>

Primary Contact: Melissa Grimes, School Psychologist; 440-617-7327;
melissa.grimes@bayk12.org

Additional Contact: Alexa Davey, Director of Glenview Center for Child Care
and Learning; 440-617-7332; alexa.davey@bayk12.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **120-day Written Notice of Transition Conference**
- **Copy of Birth Certificate**
- **Custody Papers if applicable**
- **Copy of Proof of Residency**

Beachwood City Schools

24601 Fairmount Blvd.
Beachwood, OH 44122
<http://www.beachwoodschoools.org>

Primary Contact: Rose Wiley; School Psychologist; 216-831-3933 ext. 4129;
rwiley@beachwoodschoools.org

Additional Contact: Jennifer Polak, Director of Pupil Services; 216-464-2600 Ext. 2215; jpolak@beachwoodschoools.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- *Consent for Release of Records*
- *IFSP, Current Evaluation Results*
- *120-day Written Notice of Transition Conference*
- *Copy of Birth Certificate*
- *Custody Papers if applicable*
- *Copy of Proof of Residency*
- *Immunization Records*

Bedford City Schools

400 West Glendale Ave.

Bedford, OH 44146

<http://www.bedford.k12.oh.us>

Primary Contact: Erin N. Black; Preschool Supervisor (ECE/SUTQ); 440-786-3507;
eblack@bedfordschools.org

Additional Contacts:

Jamie Briggs, School Psychologist; 440-439-4227; jbriggs@bedfordschools.org

Angela Siwik, Principal; 440-439-1500; asiwik@bedfordschools.org

Required Items for Residency:

1. Category A (If you are a Homeowner) - One (1) of the following AND your most current utility bill:
 - Deed indicating ownership of property within the school district
 - Mortgage statement that provides property description
 - Settlement sheet that provides property description, and/or a property tax bill
2. Category B (If you are Renting) - BOTH of the following:
 - Lease (*We verify all leases with the City Building Department)
 - Most current utility bill
3. Category C (If you are a Parent/Guardian living with another resident) - ALL of the following AND one (1) piece of business mail for the enrolling parent/guardian:
 - Notarized Owner/Tenant Affidavit completed by homeowner or leaseholder
 - o Current mortgage statement or lease from the homeowner or leaseholder
 - o Most current utility bill from the homeowner or leaseholder
 - Documentation from your City Building Department
 - o Certificate of residence or Occupancy Permit (Call your city Building Department for the correct form)

Required Items for Enrollment:

- **Consent for Release of Records,**
- **IFSP, Current Evaluation Results**
- **Copy of Birth Certificate**
- **Immunization Record**
- **Background Information Form**
- **Consent for Permission to Review**
- **Request for Assistance Form**
- **120-day Written Notice of Transition Conference**
- **Relevant speech, OT, PT, medical evaluations/reports**
- **Custody papers if applicable**
- **Photo ID of Parent/Guardian**



Berea City Schools

390 Fair Street

Berea, OH 44017

<http://www.berea.k12.oh.us>

Primary Contact: Sue Bell, Preschool Coordinator; 216-898-8200 ext. 7014;
sbell@bereaschools.org

Additional Contact: Miranda Peck, Preschool Psychologist; 216-898-8200 x 7017;
mpeck@bereaschools.org

Required Items for Residency:

- ***Birth Certificate***
- ***Custody Papers***
- ***Parent/Guardian Identification***
- ***Two Proofs of Residency (ex: mortgage, bank statement, lease, pay stub, utility bill)***

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Immunization Record***
- ***Background Information Form***
- ***Consent for Permission to Review***
- ***Request for Assistance Form, 120-day Written Notice of Transition Conference***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Custody papers if applicable***
- ***Photo ID of Parent/Guardian***

Brecksville-Broadview Heights City Schools

3500 Oakes Rd.
Brecksville, OH 44141
<http://www.bbhcsc.org>

Primary Contact: Lisa Mollica, Principal; 440-740-4107; mollical@bbhcsc.org

Additional Contact: Cathy McKee, Preschool Psychologist; 440-740-4100;
mckeec@bbhcsc.org

Required Items for Registration:

- ***Residency Affidavit (must be notarized)***
- ***Two (2) proofs of residency (utility bill, mortgage/lease, pay stub, bank statement)***
- ***Parent/Guardian Photo ID***
- ***Custody Papers if applicable***

Required Items for Enrollment:

- ***Birth certificate***
- ***Current Immunization***
- ***Preschool Medical Statement***
- ***IFSP, Current Evaluation Results***
- ***Background Information Form***
- ***120 Day Written Notice of Transition Conference***
- ***Relevant Speech, OT, PT, medical evaluation/reports***

Brooklyn City Schools

9200 Biddulph Road

Brooklyn, OH 44144

<http://www.brooklyn.k12.oh.us>

Primary Contact: Simone Williams, School Psychologist; 216-485-8137;
simone.williams@bcshurricanes.org

Additional Contact: Paula Jones, Director of Pupil Services; 216-485-8136;
paula.jones@bcshurricanes.org

Required Items for Residency:

- ***Parent/Guardian Photo ID***
- ***Deed/Truth in Lending; Lease***
- ***Notarized Residency/Custody Affidavit***
- ***2 Utility Bills***
- ***Proof of Residency/Guardianship (Divorce/Shared Parenting and Certified Copy of Journal Entry)***

Required Items for Enrollment:

- ***Birth Certificate***
- ***Consent for Release of Records***
- ***Transcripts***
- ***Immunization Record***
- ***Physician and Dentist Report, Ohio Health History Report***
- ***Home Language Survey***

Required If Available:

- ***IFSP, Current Evaluation Results***
- ***Relevant Speech, OT, PT, Medical Evaluations/Reports***
- ***Brooklyn City School Developmental History Questionnaires***

Comments: Enroll online at www.bcshurricanes.org

Chagrin Falls Exempted Village

400 E. Washington Street

Chagrin Falls, OH 44022

www.chagrinschools.org

Primary Contact: Jennifer Bencko, Director of Pupil Services; 440-247-5500 ext. 4014; jennifer.bencko@chagrinschools.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- *Consent for Release of Records*
- *IFSP, Current Evaluation Results*
- *Relevant speech, OT, PT, medical evaluations/reports*
- *120-day written Notice of Transition Conference*
- *Copy of Birth Certificate*
- *Custody Papers, if applicable*
- *2 Copies of Proof of Residency*
- *Immunization Records*
- *Preschool Request for Assistance Forms*
- *Photo ID of Parent/Guardian*

Cleveland Metropolitan School District

1349 E. 79th Street
Cleveland, OH 44103
www.clevelandmetroschools.org

Primary Contact: Janna Head, Director of Preschool Education; 216-838-1966;
janna.head@clevelandmetroschools.org

Additional Contact: Lesley Wilkins-Valentine, Manager of Early Learning Partnerships and Transition; 440-221-2142; lesley.wilkins-valentine@clevelandmetroschools.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- *Consent for release of records*
- *120 day Written notice of transition conference*
- *Copy of Birth Certificate*
- *Copy of Proof of Residency*
- *IFSP, Current Evaluation Results*
- *Custody papers*

Cleveland Heights-University Heights City Schools

2155 Miramar Blvd.
University Hts., OH 44118
www.chuh.org

Primary Contact: Erin Hanna, Coordinator of Student Services; 216-320-2325;
e_hanna@chuh.org

Additional Contacts:

Kathleen Kotnik, School Psychologist; 216-320-5031; k_kotnik@chuh.org
Danielle Foran, ECE Specialist; 216-371-7356; d_foran@chuh.org

Required Items for Residency: Lease or Mortgage, two pieces of business mail (gas, electricity, business mail or official government mail).

Required for TPC Meeting:

- **Consent for Release of Records**
- **IFSP**
- **Current Evaluation Results**
- **Custody Papers (if applicable)**
- **Relevant speech, OT, PT, medical evaluations/reports**

Required Items for Enrollment:

- **Completed Registration Form (Notary)**
- **Copy of Birth Certificate**
- **Custody/Guardianship Papers (if applicable)**
- **Immunization Record**
- **Lease/Mortgage Statement**
- **Emergency Transportation Authorization Form**
- **Photo ID/Driver License of Parent/Guardian**
- **Permission Form**

Comments: Registration does not need to be completed until the time of enrollment.

Cuyahoga Heights City Schools

4820 E. 71st Street
Cuyahoga Hts., OH 44125
www.cuyhts.org

Primary Contact: Joel Melvin, Principal; 216-429-5880; jmelvin@cuyhts.org

Additional Contact: Kelly Cummins, SLP/Preschool Coordinator; 216-429-5880;
kcummins@cuyhts.org

Required Items for Residency: One of the following requirements:

- **Mortgage Statement and 2 Utility Bills**
- **Notarized Lease Agreement and 2 Utility Bills**
- **Notarized Sworn Statement of Residency and 2 of the following displaying name and current address:**
 - **Utility Bill**
 - **Work Records (Pay Stubs)**
 - **Public Assistance, Driver's License**
 - **State ID Voter Registration**

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **Copy of Birth Certificate**
- **Custody Papers**
- **Immunization Record**
- **Consent for Permission to Review**
- **120-day Written Notice of Transition Conference**
- **Relevant speech, OT, PT, medical evaluations/reports**
- **Custody papers if applicable**
- **Photo ID of Parent/Guardian**

East Cleveland City Schools

1843 Stanwood Road East
Cleveland, OH 44112
www.east-cleveland.k12.oh.us

Primary Contact: LaNiece Matthews, Administrator of Special Education;
216-268-6600; lmattthews@eastclevelandschools.org

Additional Contact: Kim Gilmore, School Psychologist;
216-268-6600; kgilmore@eastclevelandschools.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **120 day Written Notice of Transition Conference**
- **Copy of Birth Certificate**
- **Custody Papers**
- **Copy of Proof of Residency**
- **Immunization Records**

Euclid City Schools

27000 Elinore
Euclid, OH 44123
www.euclidschools.org

Primary Contact: Shyanna Lindberg, Preschool Coordinator; 216-797-4757;
slindberg@euclidschools.org

Additional Contacts:

Danielle Sopko-Reeves, School Psychologist; 216-797-4700; dsopko-reeves@euclidschools.org
Samantha Krauss, Preschool Itinerant Teacher/Leader; 216-797-5947; skrauss@euclidschools.org
Katherine Violette; kviolette@euclidschools.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **120 day Written Notice of Transition Conference**
- **Copy of Birth Certificate**
- **Custody Papers**
- **Copy of Proof of Residency**
- **Immunization Records**

Fairview Park City Schools

21620 Mastick Road
Fairview Park, OH 44126
www.fairviewparkschools.org

Primary Contact: Janice Price, Coordinator of Special Education; 440-331-5500;
jprice@fairview.k12.oh.us

Additional Contact: Susan Morrison, Early Education Coordinator;
440-356-3515; smorrison@fairview.k12.oh.us

Required Items for Residency: *Call for information.*

Required Items for Enrollment

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Immunization Record***
- ***Background Information Form***
- ***Consent for Permission to Review***
- ***Request for Assistance Form***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Custody papers if applicable***
- ***Photo ID of Parent/Guardian***

Garfield Heights City Schools

5640 Briarcliff Drive
Garfield Hts., OH 4125
www.garfieldheightscityschools.com

Primary Contact: Catherine Kewl, School Psychologist; 216-475-8123; ckewl@ghbulldogs.org

Additional Contact: Adrienne Clotman, Preschool Coordinator; 216-475-8123; aclotman@ghbulldogs.org

Required Items for Residency: A, B, and C must be brought to your appointment:

A. One (1) of the following with your name and address:

- Current signed lease (rent receipts are not acceptable)
- Proof of home ownership (settlement statement or mortgage bill)

B. Two (2) of the following with your name and address: (ALL MAIL MUST BE DATED WITHIN 30 DAYS OF THE REGISTRATION APPOINTMENT)

- Utility bill
- Bank statement
- Insurance bill
- other business mail (no junk mail)

C. Residency and Custody Affidavit - must be notarized

- Please note: if you are residing with a:
 - Homeowner: The home owner must fill out the Owner's Affidavit and have it notarized.
 - Renter: The homeowner/landlord must write a letter stating that you and your child are living with the renter on the lease, or you and your child's name must be added as occupants on the lease.

D. Provide two (2) additional proofs with your name and current address:

- USPS change of address
- Tax statement
- Bank statement
- Insurance bill
- Paycheck stub
- Other business mail (dated within 30 days of the registration appointment)

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Relevant speech OT, PT, medical evaluations/reports***



Independence Local Schools

7733 Stone Road
Independence, OH 44131
www.independence.k12.oh.us

Primary Contact: Lauren Salcer, Preschool Coordinator/Early Intervention Specialist; 216-642-5870 ext. 1436; lsalcer@independence.k12.oh.us

Required Items for Residency: Call for information.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **120 day Written Notice of Transition conference**
- **Consent for permission to review**
- **Relevant speech, OT, PT, medical evaluations/reports**
- **Background Information Form**
- **Birth Certificate**
- **Photo ID of parent/ guardian**
- **Custody papers if applicable**
- **Immunization Record**

Lakewood City Schools

13701 Lake Avenue
Lakewood, OH 44107
www.lakewoodcityschools.org

Primary Contact: Gordana Dimacchia, Coordinator of Special Services;
216-529-4149; Gordana.dimacchia@lakewood.k12.oh.us

Additional Contact: Kristen Beeler, School Psychologist; 216-227-5130;
Kristen.beeler@lakewoodcityschools.org

Required Items for Enrollment:

- **Parent/guardian picture ID (i.e. driver's license), passport or I-94**
- **Certified copy of student's birth certificate or valid passport or I-94 (for all students being registered)**
- **Immunization records (for all students being registered)**
- **Proof of Residency (two items from the list below will need to be provided)**
 - **Current utility bill. Must include the portion showing your name and address or faxed confirmation of new service. Please include the entire bill. Electronic statements that reflect the name, address and date of service are acceptable. Photos and/or attachments of an envelope with your name and address will not be accepted. If you make payments online and do not receive a physical bill, please log onto the website of your utility provider and download the statement as an attachment. We may ask for a physical copy in the future.**
 - **Fully executed lease. Includes landlord contact information and all persons living at this address.**
 - **Bank statement. Must include current city of Lakewood address.**
 - **Owner Affidavit Completed in full and notarized by landlord/property manager (only when proofs noted above cannot be provided).**
 - **Residency and Custody Affidavit Everyone new to the district must have this document completed in full and notarized.**
- **Divorce/custody papers, if applicable (must be court certified).**
- **Most recent IEP, ETR or 504 Plan (if applicable).**
- **Withdrawal information/transcript/report card from previous school.**
- **Release of Records Authorization Form - please complete this form. You will upload one copy for each of the students you are registering.**
- **Physicians medical report**
- **Dental health record report (optional)**

Maple Heights City Schools

5740 Lawn Avenue
Maple Hts., OH 44137
www.mapleschools.com

Primary Contact: Jennille Love, Director of Pupil Services; 216-587-6100 ext. 3600;
jennille.love@mapleschools.com

Additional Contact: Meredith Younkins, Assistant Principle & Preschool Supervisor;
216-438-6030 ext. 5035; meredith.younkins@mapleschools.com

Additional Contact: Jennifer Spight, Special Ed Supervisor; 216-438-6010 ext. 6308;
jennifer.spight@mapleschools.com

Required Items for Residency:

- ***Full/Valid Lease or Current Mortgage or Deed***
- ***2 Utility bills or Bank Statement***

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Custody Papers if applicable***
- ***Current Immunization Record***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Photo ID of Parent/Guardian***

Mayfield City Schools

1101 S.O.M. Center Road
Mayfield Hts., OH 44124
www.mayfieldschools.org

Primary Contact: Darcy Ferber Edelman, Preschool Psychologist and Transition Coordinator; 440-995-7447; dedelman@mayfieldschool.org

Additional Contact: Nicki Rucci, Preschool Principal; 440-995-7242; nrucci@mayfieldschools.org

Required Items for Residency: Lease or mortgage (residency affidavit if appropriate) AND utility bill.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP**
- **Current Evaluation Results**
- **Copy of Birth Certificate**
- **Request for Assistance Form**
- **Custody papers if applicable**
- **Photo ID of Parent/Guardian**

Comments: We want outside evaluations and reports, but they are not always required; immunizations and physical needed before start of preschool if eligible

North Olmsted City Schools

26669 Butternut Ridge Road

North Olmsted, OH 44070

www.northolmstedschools.org

Primary Contact: Jacquelyn Kelly, Supervisor of Pupil Services; 440-588-5335;
Jacquelyn.kelly@nolmsted.org

Additional Contact: Jill Marie Zawada, School Psychologist; 440-588-5425;
Jill.Zawada@nolmsted.org

Required Items for Residency:

- ***One copy of a recent utility bill, phone bill, or bank statement showing your name and address***
- ***Copy of lease or mortgage***
- ***Residency and/or custody affidavit***
- ***Driver's license***

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***120 day Written Notice of Transition conference***
- ***Copy of Birth Certificate***
- ***Custody Papers***
- ***Copy of Proof of Residency***
- ***Immunization Records***
- ***Preschool Enrollment Forms***

North Royalton City Schools

16400 State Road
North Royalton, OH 44133
www.northroyaltonsd.org

Primary Contact: Mike McGinnis, Preschool Coordinator; 440-582-9060;
mike.mcginis@northroyaltonsd.org

Additional Contact: Kara Gillespie, School Psychologist; 440-582-9080;
kara.gillespie@northroyaltonsd.org

Required Items for Residency:

- ***Utility bill***
- ***Birth certificate***
- ***Lease statement if renting***
- ***Driver license***
- ***Residency-custody affidavit notarized***

Required Items for Enrollment:

- ***IFSP, Current Evaluation Results***
- ***Consent for Permission to Review***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Custody papers if applicable***

Olmsted Falls City Schools

7105 Fitch Road
Olmsted Falls, OH 44138
www.ofcs.k12.oh.us

Primary Contact: Cami Lee, School Psychologist; 440-427-6375; CLee@ofcs.net

Required Items for Residency:

- ***Drivers License***
- ***Rental/lease agreement signed by the manager and renter/lessee***
- ***Purchase agreement signed by all concerned parties***
- ***Construction contract signed by all concerned parties***
- ***Property tax bill***
- ***Mortgage/Escrow statement***
- ***Electric, Gas, and/or Sewer/Water bill***
- ***Residency affidavit***

Required Items for Enrollment:

- ***Drivers License***
- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Custody Papers***
- ***Background Information Form***
- ***Consent for Permission to Review***
- ***120-day Written Notice of Transition Conference***
- ***Relevant speech, OT, PT, medical evaluations/reports***

Orange City Schools

32000 Chagrin Blvd
Pepper Pike, OH 44124
www.orangeschools.org

Primary Contact: Christine Goudy, Principal; 216-831-8600 x 5630;
cgoudy@orangescd.org

Additional Contact: Katie Fallo, Special Education Director; 216-831-8600 x 6620;
kfallo@orangescd.org

Required Items for Residency:

- ***Most recent mortgage or tax bill***
- ***Two (2) most recent utilities***

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Request for Assistance Form***
- ***Custody papers if applicable***
- ***Photo ID of Parent/Guardian***

Parma City Schools

7700 Malibu Drive

Parma, OH 44134

www.parmacityschools.org

Primary Contact: Lara Svihlik, Early Childhood Coordinator; 440-885-8665;
svihlikl@parmacityschools.org

Additional Contact: Megan McCaskey, 440-885-8308;
mccaskey@parmacityschools.org

Required Items for Residency: Call for information (440-842-5300)

Registration Information: <https://www.parmacityschools.org/Page/1008>

Important Reminders:

- **Only parents, legal custodians and/or legal guardians can register students in the district.**
- **All documents required can be uploaded during the online registration process OR brought to the Registration Department Office located at 7377 Chateau Drive in Parma. Please make an appointment if you would like to bring the documents in person. Please call (440) 885-8796 to schedule. Appointments are available from 7:30 a.m. to 3:00 p.m.**

You will need to have the following documents:

- **Student's birth certificate**
- **Student's immunization record**
- **A document proving residency (must not be older than 30 days):**
 - **Primary: lease, mortgage statement, or owner/tenant form**
 - **Secondary: utility bill, tax statement, W2, homeowners or car insurance statement**
- **Parent/Guardian Photo ID**
- **Custody Papers (if applicable)**
- **Individualized Education Program (IEP) or Evaluation Team Report (ETR) or 504 (if applicable)**

Richmond Heights Local

447 Richmond Road
Richmond Hts., OH 44143
www.richmondheightsschools.org

Primary Contact: Lakisha A Davies, Director of Special Education; 216-692-0086
davies.lakisha@richmondheightsschools.org

Additional Contact: Qiana Tidmore, Preschool Consultant; 216-338-1237
qianab@hotmail.com

Required Items for Residency: Call for information.

- **Required Items for Residency:**
- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **120-day Written Notice of Transition Conference**
- **Copy of Birth Certificate**
- **Custody Papers**
- **Copy of Proof of Residency**
- **Immunization Records**
- **Background Information Form**
- **Consent for Permission to Review**
- **Request for Assistance Form**

Rocky River City Schools

1101 Morewood Pkwy
Rocky River, OH 44116
www.rrcs.org

Contact Persons:

Primary Contact: Tara Zbin, Executive Director of Pupil Services; 440-356-6006; zbin.tara@rrcs.org

Additional Contact: Lisa Bruening, Pupil Services Supervisor/Preschool Administrator: 440-356-6006; bruening.lisa@rrcs.org

Required Items for Residency:

If you own the dwelling, two (2) of the following:

- Tax Bill
- Insurance Policy on Dwelling
- Paycheck Stub with Address
- Home Mortgage Coupon
- Purchase/Construction Contract
- Utility Bill (Gas, Electric, etc.)

If you are the tenant of the dwelling:

- Complete an Affidavit of Residency, provide a copy of your current signed lease agreement (a landlord verification may also be required), AND provide one (1) of the following:
 - Income Tax Return
 - Rental Insurance Policy on Dwelling
 - Bank Statement
 - Paycheck Stub with Address
 - Utility Bill (Gas, Electric, etc.)

If you reside with a resident of Rocky River, they must:

- Complete an Affidavit of Residency AND provide two (2) of the following (if they own the property):
 - Tax Bill
 - Insurance Policy on Dwelling
 - Paycheck Stub with Address
 - Home Mortgage Coupon
 - Purchase/Construction Contract
 - Utility Bill (Gas, Electric, etc.)
 - Provide one (1) of the above and a signed lease agreement (if they rent the property)
- And you must:
 - Complete an Affidavit of Residency
 - And provide one (1) of the following:
 - Bank Statement
 - Insurance Statement
 - Paycheck Stub with Address
 - Utility Bill (Gas, Electric, etc.)

Rocky River (cont.)

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP***
- ***Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Custody Papers if applicable***
- ***Immunization Records***
- ***Background Information Form***
- ***Consent for Permission to Review***
- ***Request for Assistance Form***
- ***120-day Written Notice of Transition Conference***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Photo ID of Parent/Guardian***

Shaker Heights City Schools

15600 Parkland Drive

Shaker Hts., OH 4120

www.shaker.org

Primary Contact: Craig Caroff, Preschool Principal; 216-295-4190;
caroff_c@shaker.org

Additional Contacts:

Erin Dzolic, Special Education Coordinator PK-6; 216-295-4981; dzolic_e@shaker.org

Dora Bechtel, Principal 216.295.4082, bechtel_d@shaker.org

Required Items for Residency: Three proofs:

- **Mortgage or purchase agreement**
- **Valid signed lease, pay stub**
- **Bank statement**
- **Business letter mailings**
- **Current insurance declaration pages**
- **Section 8 documentation**
- **Municipal income tax return**
- **Credit card statement**
- **Utility bills**

Required Items for Enrollment:

- **IFSP**
- **Current Evaluation Results (if applicable)**
- **Request for Assistance Form**
- **120-day Written Notice of Transition Conference**

Solon City Schools

6545 SOM Center Road
Solon, OH 44139
www.solonschools.org

Primary Contact: Amy Wallack, Preschool Director; 440-349-6214;
amywallack@solonboe.org

Additional Contacts:

Beth Poe, Preschool Psychologist; 440-349-7341; bethpoe@solonboe.org
Cari Root, Director of Pupil Services; 440-248-1600; cariroot@solonboe.org
Tyler Syms, Preschool Psychologist; 440-349-7341; tylersyms@solonboe.org

Required Items for Residency: Residence Affidavit form (school website)

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP**
- **Current Evaluation Results**
- **Copy of Birth Certificate**
- **Child's Social Security Card**
- **Custody Papers if applicable**
- **Immunization Record**
- **Relevant speech, OT, PT, medical evaluations/reports**
- **Photo ID of Parent/Guardian**
- **Parents must register with school district for an evaluation**

South Euclid-Lyndhurst City Schools

5044 Mayfield Road
Lyndhurst, OH 44124
www.selschools.org

Primary Contact: Denise Weinberg, School Psychologist; 216-691-2203;
kukla@selschools.org

Additional Contact: Jennifer Moles, Director of Special Education; 216-691-2026;
moles@selschools.org

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***Lease or Mortgage Statement***
- ***Two Utility Bills (or two pieces of business mail) within the past 30 days***
- ***Notarized Residency Affidavit (see district [website](#))***
- ***Driver's License/Parent ID***
- ***Custody Papers (if applicable)***
- ***IFSP, Current Evaluation Results***
- ***120 day Written Notice of Transition Conference***
- ***Copy of Birth Certificate***
- ***Preschool Request for Assistance Form***

Strongsville City Schools

18199 Cook Ave.
Strongsville, OH 44136
www.strongnet.org

Primary Contact: Ciara Vanderhoff, Preschool Principal, 440-572-7046;
cvanderhoff@scsmustangs.org

Additional Contact: Andrew Trujillo, Director of Student Services; 440-572-7045;
atrujillo@scsmustangs.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- **Consent for Release of Records**
- **IFSP, Current Evaluation Results**
- **Copy of Birth Certificate**
- **Custody Papers**
- **Copy of Proof of Residency**
- **Immunization Form**
- **Background Information Form**
- **Consent for Permission to Review**
- **Request for Assistance Form**

Warrensville Heights City Schools

4265 Northfield Road
Highland Hills, OH 44122
www.warrensville.k12.oh.us

Primary Contact: Jamie Lindsey, Special Education Director; 216-364-1029;
Jamie.lindsey@whcsd.org

Additional Contact: Jennifer Ervin, Principal; 216-364-1050;
Jennifer.ervin@whcsd.org

Required Items for Residency:

- ***Current Lease***
- ***Tax Statement***
- ***Deed***
- ***Two Utility Bills (Gas, Electric, etc.)***

Required Items for Enrollment:

- ***Consent for Release of Records***
- ***IFSP, Current Evaluation Results***
- ***Copy of Birth Certificate***
- ***Custody Papers if applicable***
- ***Immunization Record***
- ***Consent for Permission to Review***
- ***120-day Written Notice of Transition Conference***
- ***Relevant speech, OT, PT, medical evaluations/reports***
- ***Photo ID of Parent/Guardian***

Westlake City Schools

24365 Hillard Blvd.
Westlake, OH 44145
www.wlake.org

Primary Contact: Christie Pargas, Pre- K/K School Psychologist; 440-250-1102;
pargasc@wlake.org

Additional Contact: Meri Shortreed, Special Education & Preschool Secretary
and Preschool Registrar; 440-250-1264; shortreedm@wlake.org

Required Items for Residency: Call for information.

Required Items for Enrollment:

- *Consent for Release of Records*
- *IFSP, Current Evaluation Results*
- *120 day Written Notice of Transition Conference*
- *Consent for permission to review*
- *Copy of Proof of Residency*
- *Copy of Birth Certificate*
- *Custody papers if applicable*
- *Immunization Records*

If you need additional information, please contact:

Kathy Jillson

Early Childhood Consultant
State Support Team Region 3

6393 Oak Tree Boulevard
Independence, OH 44131
(216) 524-3000, ext. 3804
kathy.jillson@escneo.org

or

Katie Parker

Early Intervention Manager
Bright Beginnings

6393 Oak Tree Blvd., Suite 200
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(216) 236-0816
kparker@brightbeginningskids.org

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